



**MINIMUM REQUIREMENTS FOR OBTAINING A CERTIFICATE OF COMPETENCY
FOR FABRICATING METAL TRUSSES CHECKLIST #0315**

- ☐ Application (green) and proper filing fee to the Product Control Section, Metropolitan Dade County.
- ☐ Quality Control Program - To assure proper fabrication as a minimum, the following items shall be included in the Quality Control Program:
 - a. Detail cross-section(s) and properties of shapes used,
 - b. Typical shapes of connecting plates and material properties,
 - c. Mill reports,
 - d. Identify how shapes are fabricated, (i.e. if metal is cold formed),
 - e. Indicate where shapes are produced,
 - f. Typical engineering detail drawings,
 - g. Identify type of fasteners and sizes used (Provide name of supplier(s)),
 - h. Identify how are product(s) transported, unloaded and stocked at jobsite,
 - i. Provide information on proper handling and bracing at time of erection,
 - j. Erection of the product(s) done by your company or by others? and,
 - k. Employee training in quality control and safety.
- ☐ Each product must be identified with the name of the manufacturer. Provide a sample of how the identification will look and where it will be located.
- ☐ Design engineering drawings must be kept as part of your records no less than five (5) years. Provide a statement that this will be done.
- ☐ Statement from manufacturer that product meets the South Florida Building Code.
- ☐ Having complied with all of the above, Dade County Product Control Division must provide a final inspection prior to issuing a Certificate of Competency.
- ☐ Initial inspection performed on _____, by _____